

Personnel 3

26 AUG 1955

MEMORANDUM FOR: Mr. Lloyd

SUBJECT : Effect of 18 August 1955 Ceiling upon Junior Officer Trainee and Career Development Slots

1. Slots authorized for the Junior Officer Trainee Program and the several Career Development Programs were not distinguished from other Agency slots in fixing the 18 August 1955 ceiling. The JOT Program is administered by the Office of Training and the two Career Development Programs by the Office of Personnel. In each case, the slots authorized for the Programs are in the nature of "trusts" for the benefit of the Agency at large rather than for the use of either the Office of Personnel or the Office of Training which functions as the custodian of the slots.

2. Junior Career Development Slots

As of 15 December 1954 the then DD/A approved:

"Additional positions for the JCD Program to be added to the T/O and ceiling authorization of the Office of Personnel in increments of 8, not exceeding a total of 30 positions as the need is clearly demonstrated."

As of 31 July 1955 the Office of Personnel T/O included only 8 positions for the use of the JCD Program. Of these, 4 were filled and 2 were in process. It is my understanding that as of this date several additional persons have been selected for the JCD Program but their processing will not be able to proceed unless additional slots are authorized for support of this Program.

3. Senior Career Development Slots

As of 15 December 1954 the DD/A approved:

"Transfer from the Office of Training to the Office of Personnel 40 'Career Development' slots."

As of 31 July 1955 all 40 of these slots were included in the Office of Personnel T/O. Of this total 26 were filled and action to fill 3 others was in process.

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I have been informed that the Office of Personnel currently is working against a 31 August deadline on a staff study of the status of these Career Development Programs and of the impact of the 18 August 1955 ceiling upon them. It is intended that this study be submitted to the CIA Career Council at its regularly scheduled meeting early in September. As a member of the Career Council you will receive a copy of that study in advance of the scheduled meeting.

4. Junior Officer Trainee Program

As of 15 December 1954 the DD/A authorized the Office of Training to:

"retain the 90 JOT positions on the T/O and ceiling authorization of the Office of Training with the clear understanding that personnel who cannot currently meet the requirements of the JOT Program will not be carried in these positions."

The Office of Training T/O, as of 31 July 1955, included 90 JOT civilian positions. It is my understanding that 60 of these positions were actually filled as of that date. I am also informed that substantial additional number of these positions, probably all 30 of the remainder, were in process of being filled. In addition to the civilian positions authorized for the JOT Program there were 150 military slots authorized for this purpose. This authorization, I believe, dates from 1951 and is encumbered only by JOTs in military status while assigned to this Agency.

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JOTs customarily are acquired as civilians. Certain numbers of these, as a part of the JOT Program, separate from the Agency for the purpose of acquiring military training and serve with the Armed Services for periods up to approximately 30 months. Upon their separation from the Armed Services these personnel return to the Agency in civilian status. They have of course re-employment rights by law. It is my understanding that the Office of Personnel considers these re-employment rights to attach to the JOT Program itself and hence to the positions authorized for that program. I believe the chief significance of this latter point is that a certain number of the JOT positions must be utilized in effecting re-employment rights of JOTs who have separated for service with the Armed Services.

5. I will inform Matt Baird of the action the Office of Personnel is taking regarding the Career Development slots and suggest that he undertake a similar study for presentation to the Career Council or to DD/S as he thinks best.

SA-DD/S:JER:dlc (26 Aug 55)

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Gates - I reached Matt by phone shortly before noon today. I learned he has an appointment Tues. or Wed. next to discuss the JOT program personnel ceiling with Gen. Cabell.